**LESSON 1: Gmail Registration**

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| **1. Description Content** |
| Welcome to your very first lesson with Toolakit now!  This is where, you will learn how to register your own e-mail address with Gmail.  Having your own e-mail address like Gmail is very important when it comes to online tools. In fact, every app asks for your email address during registration, so this is your first step.  Let’s get you started with registering your Gmail account.  **Button:** Let’s go! |

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| **2. Content Jump Content** |
| Do you already have a Gmail Account?  **Button:** Yes  **Button:** No |

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| **3. Description Content** |
| Oh nice! So, you are not new to Gmail registration. We hope you can teach others to be as digitally savvy as yourself.  Please add your Gmail address to your Toolakit profile. This way, we can send you fun new content later.  **Button:** Update my profile! |

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| **4. Content Jump Content** |
| Gmail registration is really simple. In fact, you have already done something similar when you registered for this app!    You can skip ahead to register, or you can look at some tips to prepare yourself before registering your very first Gmail address. What would you like to do?  **Button:** Learn some tips!  **Button:** Register for Gmail now! |

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| **5. Description Content** |
| Welcome to the special tips! This section will introduce you to some tricky sections in the registration process. It might help you prepare.  **Button:** Let’s begin! |

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| **6. Text and Picture Content** |
| Tip 1: Click “Create account” and click “For myself” like the example above.  **Button:** Next tip! |

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| **7. Text and Picture Content** |
| Tip 2: Gmail will suggest two addresses for you to select. If you don’t like them, you can create your own, as you can see above. So you can use this email address for many purposes, we encourage you to choose something simple and professional, like [FirstName.LastName@gmail.com](mailto:FirstName.LastName@gmail.com). If possible, use spelling that is consistent with how you normally spell your name. Be sure to write your email address down so you don’t forget it!  **Button:** Next tip! |

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| **8. Text and Picture Content** |
| Tip 3: This is where most people are confused. The system will ask for you to create strong password. Once you type your chosen password in the top box, you need to type the SAME PASSWORD as before into the box below. This is to make sure that you didn’t make a mistake when typing your password.  Please write your password down somewhere secure!  This concludes the Tips session. What now?  **Button:** Register Gmail now!  **Button:** Wait. I want to review the tips one more time! |

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| **9. Description Content** |
| Before you log off, we wanted you to know that you can earn points by updating your profile.  Make sure to come back to the lesson once you have your Gmail address!  **Button:** Got it! |